

# **Panel Deadlines**

## When are panel submissions due?

This year panel submissions will have a deadline of February 1st, 2024. Panel Submissions will not be accepted after this date.

# When will I know if my panel has been accepted?

Once your Panels Submission Form has been submitted through our website, you should receive a confirmation email letting you know that we have received your panel submission. If you do not receive confirmation within 24 hours, please reach out to the Panels Coordinator, as your submission might not have gone through.

After that, you should receive an email with either a panel acceptance or a wait list letter, detailing the next steps. Fan panels are the last to be scheduled behind Cultural, Industry, and Special Guest panels, meaning that the emails for Fan panels will be sent in March.

If you do not receive either an acceptance or a waitlist letter email by March 15<sup>th</sup>, 2024, please email the Panel Coordinator at <u>panels@sakuracon.org</u>.

# **Panel Ratings**

### What should I rate my panel?

At Sakura-Con, we have a rating system loosely based on the system used to rate movies. The guidelines are:

SC-ALL: No cursing, no suggestive themes, light slapstick humor

SC-10: No cursing, no suggestive themes, light humor and light adventure violence

**SC-13:** Possible light cursing (no F-bombs, S-bombs, or C-bombs), some suggestive themes, light raunchy humor, adventure violence.

**SC-MA**: Possible cursing (use good judgment), mature themes, raunchy humor, more intense (but not graphic) violence.

**BANNED IN ALL PANELS** - Nudity, uncensored sexual images, inappropriate touching, discriminatory dialogue, non-slapstick/adventure violence

# I have a panel idea, but it may not be appropriate for all ages. Can I still submit it to be considered?

Yes. All panels that are submitted are considered. Sakura-Con is a convention for all ages, including adults. However, we do reserve the right to ask that you change any graphic or sexual content as a condition of acceptance.

Note: The rating of your panel may be adjusted by the Panels Coordinator based on content. We will email you prior to the convention to confirm the rating change.

# **Panel Submissions**

#### How do I sign up for panels?

Fill out the <u>Panels Submission Form</u> located on the Panels page. You should receive a confirmation email within 24 hours of the submission. Please note that all panels are subject to an approval process, and we do not guarantee that all panels submitted will be accepted.

#### Do I need anything special to become a panelist?

To be a panelist, you will need to be a registered Sakura-Con attendee by the time of your panel. Other details will be given once your panel is approved and put into the schedule in March.

#### How much does it cost to run a panel at Sakura-Con?

Nothing, but you do need to be a registered attendee (or staff member). All you need to do is fill out a Panel Submission Form properly.

#### I've never done a panel before, but I have a great idea. Can I put in a panel request?

Yes! Sakura-Con is more than happy to review your Panel Submission. No previous experience is needed.

# I want to submit a panel that has nothing to do with anime/Japan/video games or Asian culture. Is this okay?

Yes, go ahead and submit your panel. We do have some very popular "off" topic programming, but most "off topic" panels will have lowest priority when it comes to scheduling. If we have to make room for "on topic" panels, "off topic" panels are the first to be moved or cut completely. If you can find a way to tie in the subject to make it "on topic" that would be best!

#### How many panelists can I have in my group?

All our panel rooms have a limit of 8 panelists, with only 4 allowed on stage at a time. If you have more than 8 panelists, you will be asked to trim your panelists down to 8 people to even have your panel considered.

If you absolutely need more than 8 panelists, please be aware that we only have ONE room that we can use for a large number of panelists. This room is normally reserved for Cultural Panelists, Guest Panelists, Industry Panelists, and Cosplay Chess games that require the space. Unless you request a Late Night or Night Owl panel, be aware that it is unlikely you will be able to use this room. This is especially true if your panel does not relate to anime/Japan/Asian culture.

#### Can I run the same panel multiple times during the convention?

While we don't allow the same panel to run multiple times during the convention, you are allowed to separate your panel into two parts (i.e. covering half of the anime in one panel and the other half in a second one). Please submit the panels separately and add a note to the comments section to let us know what you are planning.

# **Special Requests**

## I need a large room with an open area. Is this possible?

We will do our best to accommodate these requests, but only have a few large rooms available at any given time. If you request a Late Night or Night Owl panel, we are more likely to be able to meet the request.

### Can I request a specific room?

Unfortunately, no.

# Then how do you decide who gets what specific room?

The questions on the panel form are used to gauge the approximate attendance of that panel as well as specific technical requirements only certain rooms meet. These in addition to your panel topic are the deciding factors in which panel receives which room. Returning panelists who have proven their need for larger rooms are prioritized when room scheduling.

### Can I schedule an event in a public space, such as Freeway Park or by the escalators?

Public areas are not under the jurisdiction of Sakura-Con and as such we cannot guarantee or reserve space for you in public areas. Please note that if you block access or become a fire hazard, you may be asked to move by SCC employees and must comply.

# Can I request prizes for my panel?

Yes. There is a space on the panel request form for you to request prizes (Petal Points) for your panel. While we will do our best to meet your request, please know that there is no guarantee that the prize allotment you receive will match your original request. The Prize Room Coordinator will contact you if you mark on your panels form that you are interested in receiving prizes.

### What are Petal Points?

Petal Points are paper prizes of varying amounts that can be exchanged for prizes in the Petal Point Prize Room. These prizes range from keychains and patches all the way up to large figures and Gunpla. All prizes available are at no cost to you and are often underutilized. Petal Points are a great way of getting higher audience participation in your panel as well as a way of having a higher audience return rate when doing repeating panels every year.

### Can I request internet access for my panel?

Although in various years in the past Wi-Fi may have been available, this is not a convention provided service. If you require the internet for your panel, you will be responsible for making those arrangements.

### Can I request an adapter to connect my laptop to the projector?

Unfortunately, we don't have any adapters that we can loan to panelists if your panel does require your equipment to be hooked up to our provided tech you will have to bring your own adapters. Our projectors are HDMI/VGA compatible.

# Who should I talk to if I need any other special accommodations?

That would be the Panels Coordination team! Reach out to us at <u>panels@sakuracon.org</u> and we will be happy to help.

# **During the Panel**

## What is a Panel Moderator and why are they in my room?

Panel Moderators are staff members assigned to each panel. They will help whoever is hosting the panel in cases of set-up, tech issues, line control, MA stamp checking, bringing a microphone to audience members during a Q&A, etc. Please note, though, that Panel Moderators do have the power to stop a panel if the hosts or attendees break Sakura-Con policy or start to go beyond the age rating of the panel.

### Can I rearrange my room for my panel?

No. Panel rooms must be left in the condition in which you found them for the duration of your panel. It is against SCC policy for Sakura-Con to rearrange rooms without approval.

# Can I tape or stream my panel?

No. Sakura Con has a no live recording policy during panels. According to Section <u>DD. Video</u> <u>Recording Policy</u>, video recording is restricted to specific events which will be found in the events description.

### Can I put tape on the floor or mark any surfaces for my panel?

SCC has asked us that we not mark surfaces in any way, and we are dedicated to honoring that request. If you require special setup, please let us know and we will try our best to accommodate your needs.

# Can I give out or do a demonstration with food at my panel?

All food and drink must be provided by convention vendors within the convention center space. Due to this all food (including candy) is prohibited from being used in panels.

# Can I sell things at my panel?

While activities such as swap meets or trading sessions are allowed, money is not allowed to change hands. If you would like to sell something at Sakura-Con, we strongly encourage you to apply at Artist's Alley or purchase booth space in the Exhibitors' Hall that you could direct your panelists to afterwards.

# If I have trouble with the tech at my panel, can I fix it myself?

Any convention provided tech must be serviced by one of our trained tech team members. If the equipment you brought with you is acting up, then by all means troubleshoot to your heart's content.

# Help! There are minors in my MA panel! What should I do?

Ask them to leave. Your Panel Moderators will absolutely back you up if things get heated. Don't hesitate to ask. Adult badges and wrist stamps are required for all MA panels and will be checked at the door by a Panel Moderator.

# After the Panel

# Can I get the contact information of the panelist for the amazing panel I went to?

Maybe, you can try asking the panelist directly after the panel. If you miss the panelist during the convention, you can try emailing the Panels Coordinator, but we need to check with the panelist to see if they are comfortable with us sharing their information.

# Couldn't find the answer to your question?

Email the Panels Coordinator at panels@sakuracon.org.